

**MINUTES OF A REGULAR MEETING OF THE
TORRANCE PARKS AND RECREATION COMMISSION**

1. CALL TO ORDER

The Torrance Parks and Recreation Commission convened in a regular session at 7:02 p.m. on Wednesday, November 9, 2005, in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

Present: Commissioners Cook, Perkins, Robbins, Taniguchi,
Tookey, and Chairperson McGee.

Absent: Commissioner Smoot.

Also Present: Recreation Services Administrator Jones,
Park Services Administrator Wilson,
Senior Administrative Analyst Witzansky
Environmental Services Administrator Cessna,
Senior Planning Associate Chun, and
Senior Planning Associate Lodan.

MOTION: Commissioner Taniguchi moved to grant Commissioner Smoot an excused absence for this meeting. Commissioner Perkins seconded the motion; a voice vote reflected unanimous approval.

3. FLAG SALUTE

Park Services Administrator Wilson led the Pledge of Allegiance.

4. AFFIDAVIT OF POSTING

MOTION: Commissioner Robbins moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting. Commissioner Cook seconded the motion; a voice vote reflected unanimous approval (absent Commissioner Smoot).

5. APPROVAL OF MINUTES

5A. MINUTES OF OCTOBER 12, 2005

Commissioner Robbins noted the following correction to the October 12, 2005 meeting minutes:

Page 4, Item 10G: "Commissioner Robbins initiated a brief conversation about the person ..."

MOTION: Commissioner Perkins moved for the approval of the October 12, 2005 Parks and Recreation Commission meeting minutes as corrected. The motion was seconded by Commissioner Tookey and passed by unanimous voice vote approval (absent Commissioner Smoot).

6. OLD BUSINESS

6A. VICTOR PARK CELL TOWER UPDATE

Recreation Services Administrator Jones informed the Commission that Sprint PCS was working on a draft contract with the Land Management Team and that an Agenda Item will be forwarded to City Council by the end of this calendar year. He noted that the cell site would be underground in a vault covered by a traffic-rated grate, with no impact to the parking lot except for the construction phase, and that they would be receiving \$2,350 per month.

In response to Commissioner Robbin's inquiry, he stated that the contract would have a CPI escalator.

7. NEW BUSINESS

7A. ACCEPTANCE OF DONATION AND APPROPRIATION OF FUNDS TO PURCHASE STREET CLOCK FOR THE LIVE STEAMERS COMPOUND AT WILSON PARK

Senior Administrative Analyst Witzansky provided background information about the \$12,500 pledge from Southern California Live Steamers Inc. to help fund the cost of the installation of an official street clock within their compound at Wilson Park. He noted that the antique-style clock would be four sided, approximately eleven feet tall, tell official time, chime over 100 different tunes, light up during evening hours, and be visible to park patrons as well as participants of the live steamers. He requested that the Commission accept the donation and request that City Council appropriate additional funds needed to complete the installation.

He introduced Southern California Live Steamers Inc. President Joe Manzo and Treasurer Kelley Smith.

Responding to Chairperson McGee's inquiry, Senior Administrative Analyst Witzansky stated that chime intervals and sound level could be controlled by the City.

In response to Commissioner Robbins' inquiries, he explained that official time was Pacific Standard Time, that the clock operated electronically, and that maintenance requirements were not anticipated for several years. He noted that the clock was very durable and would be placed inside the fence to prevent vandalism.

MOTION: Commissioner Robbins moved to accept the \$12,500 donation from Southern California Live Steamers Inc. and to request that City Council appropriate \$17,500 from the Parks and Recreation Open Space Fund to cover the balance of the funding needed to complete the project. Commissioner Taniguchi seconded the motion; a voice vote reflected unanimous approval (absent Commissioner Smoot).

In response to Commissioner Tookey's inquiry, Mr. Manzo stated that the live steamers run the first Sunday of every month.

7B. GENERAL PLAN UPDATE BY COMMUNITY DEVELOPMENT DEPARTMENT

Recreation Services Administrator Jones reported that all departments have been working collectively with the Community Development Department for the past several months to review the current General Plan prepared in 1992. He introduced Environmental Services Administrator Cessna, Senior Planning Associate Chun, and Senior Planning Associate Lodan from the Community Development Department.

Senior Planning Associate Chun provided an overview of the General Plan update process that includes a Parks and Recreation Element and an Open Space Element. She explained that the General Plan provides a guide for the physical development of the City and outlines land use, circulation, environmental, economic, and social goals of the community. She stated that the City was currently in the process of collecting information and community input that will be used to formulate the goals and policies of the General Plan. She advised that completion of the entire update process was anticipated by end of fall 2006. She provided information on California law requirements for cities to adopt a General Plan as well as policy guidelines to identify a series of elements. She explained that the City may choose to combine elements and that optional elements may also be included that address topics of local concern, noting that Parks and Recreation was actually an optional element that would be included in the document.

Environmental Services Administrator Cessna reported that the current General Plan focuses on the actual physical park facilities and that staff was looking for ideas for expansion that would include cultural arts, senior programs, and the library. She encouraged Commissioners to brainstorm what they would like to see in the Parks and Recreation Element and Open Space Element and what the City should be trying to accomplish over the next twenty years. She advised that after ideas were listed, the Commissioners would be asked to prioritize the areas of most concern to them. The information would then be forwarded to the General Plan consultants to be used to revise and expand the Parks and Recreation Element and Open Space Element. She stated that the draft would be brought back to the Commission in spring 2006 for review and to receive additional input. She noted that staff has already provided several comments and suggestions.

Commissioners made suggestions and comments that were recorded as follows:

Study areas of development, open space existing and potential future open space pocket parks. Focus on model study area.

Preserve / maintain existing open space.

Need for variety of recreational spaces—swimming pools / indoor gyms.

Ensure senior development is tied to necessary services (acquire additional open space), i.e. Begonia Farms.

Look at housing density; relate to open space.

Encourage developers to donate open space.

Pay more attention to our stated goals and objectives.

Reinforce joint use of parking / enhancements to park.

Look at opportunities for recreation if schools were to close.

Look at acquiring vacant industrial properties for open space (i.e., PPG).

Look at partnering with Port of Los Angeles for reciprocal mitigating projects.

Examine our open space ratio policy—is it reasonable?

Compare today vs. 1992 assumptions.

Examine fee structure for City facilities. Ensure broad access to public.

Partner with school facilities.

Provide affordable meeting space for community groups.

Utilize existing triggers to provide open space.

Environmental Services Administrator Cessna gave dots to each Commissioner and asked that they prioritize the most important ideas.

Commissioners thanked Community Development Department staff for their guidance and efforts.

8. STANDING COMMITTEE UPDATES

8A. OPEN SPACE COMMITTEE

Commissioner Robbins reported that the Open Space Committee would be holding meetings in the future to discuss issues raised at this meeting.

8B. FACILITIES COMMITTEE

Recreation Services Administrator Jones reported that on November 16, 2005 the architect would present the final draft of the conceptual design to the Pueblo Park community. Commissioner Taniguchi indicated that she would try to attend the meeting.

8C. PROGRAMS COMMITTEE

No report.

9. MONTHLY DEPARTMENT ACTIVITY

9A. PARK SERVICES DIVISION

Referring to Commissioner Perkin's inquiry regarding Item 10F in the October 12, 2005 Commission meeting minutes, Park Services Administrator Wilson stated that benches were being replaced as part of downtown redevelopment project.

Park Services Administrator Wilson mentioned that food being left for cats at the Madrona Marsh Preserve is considered debris and picked up as soon as it is put down, noting that currently there is not an ordinance in Torrance prohibiting the feeding of animals.

Park Services Administrator Wilson stated that the recently completed triangle park was donated by the Bauman family and has a drip irrigation system, a solar power controller, and native plants.

Park Services Administrator Wilson discussed the need to add, not lose, personnel in order to improve and maintain the quality of the park system and facilities.

Responding to Commissioner Taniguchi's inquiry, staff stated that an individual maintains the Japanese Garden at the Cultural Arts Center through the General Services Division.

Chairperson McGee commented that the median along Madrona near Sepulveda is an eyesore and was informed that it is under the jurisdiction of the Streetscape Division.

9B. RECREATION SERVICES DIVISION

Recreation Services Administrator Jones thanked Commissioner Taniguchi and Chairperson McGee for participating in the Halloween Carnival on October 31, 2005.

He invited Chairperson McGee to be the starter for the Turkey Trot on Thanksgiving morning.

Senior Administrative Analyst Witzansky reported that work at Lago Seco Park continues to move forward and that the improvements were impressive.

Referring to the decline in attendance on the September 2005 Torrance Certified Farmers' Market Monthly Financial Report, he explained that stall fees were not collected on rainy days. He added that a remarks section will be added in the future if there is anything out of the ordinary.

10. ORALS

10A. The Commission welcomed Torrance Youth Council member Ashley Hunt from Torrance High School.

10B. Commissioner Tookey extended his regrets that he will be unable to attend the Turkey Trot on Thanksgiving morning. He stated that he enjoyed participating on the Youth Council selection committee and congratulated Ashley Hunt on her reappointment.

10C. Commissioner Perkins stated that he enjoyed attending the Farmers' Market Award Banquet for volunteers. He complimented the Department on its new web page.

10D. Commissioner Robbins stated that he enjoyed the Farmers' Market Award Banquet and the retirement celebration for Barbara Barker.

10E. Commissioner Taniguchi also stated that she enjoyed the Farmers' Market Volunteer Recognition dinner and the retirement party for Barbara Barker.

10F. Commissioner Cook also commented that he enjoyed the Farmers' Market Volunteer Recognition dinner and the retirement party for Barbara Barker.

10G. Chairperson McGee stated that he enjoyed participating in the judging at the Halloween Carnival, that he was impressed with the size of Lago Seco Park, that he walked the track at Delthorne Park, and that he visited the future site of the universally assessable tree house at Wilson Park. He noted that the Farmers' Market banquet and retirement party for Barbara Barker were also enjoyable.

11. ADJOURNMENT

MOTION: At 8:29 p.m., Commissioner Tookey moved to adjourn the Parks and Recreation Commission meeting to December 14, 2005 at 7:00 p.m. The motion was seconded by Commissioner Robbins and, hearing no objection, Chairperson McGee so ordered.

Approved as Amended December 14, 2005 s/ Sue Herbers, City Clerk
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